



SPORT MANAWATU
**KIWISPORT
FUNDING**



SPORTMANAWATU.ORG.NZ

SPORT MANAWATU KIWISPORT SMALL FUND GUIDELINES 2018/2019

HEAD OFFICE

Sports House, 50 Queen Street
PO Box 797, Palmerston North 4440

FEILDING OFFICE

Makino Aquatic Centre,
Council Place, Feilding

TARARUA OFFICE

40 Denmark Street
PO Box 115, Dannevirke 4942



INTRODUCTION

KiwiSport is a national initiative that was launched in 2009 by the Prime Minister. Each year \$8.5 million is distributed to community organisations through local Regional Sport Trusts such as Sport Manawatu. The Small Project contestable fund – **is for applications under \$5,000 (excl. GST)** with 100% of the total project cost funded by KiwiSport, if required. The fund aims to:

- Increase the number of school-age children participating in organised sport – out of curriculum time and by strengthening links with sports clubs
- Increase the availability and accessibility of sport opportunities for all school-aged children.
- Support children in developing confidence in skills that will enable them to participate effectively in sport at both primary and secondary level.

Sport Manawatu's funding region covers Palmerston North City, the Manawatu District, Horowhenua District and Tararua District. Our regional priority areas for 2018-19 are:

- Skill Development- Equip children with the fundamental skills required to successfully participate in organised sport.
- Coach and Volunteer Development- Projects that increase the number of quality coaches, officials and volunteers in the community.
- More Participation Opportunities- Increasing the accessibility to give more children the opportunity to play organised sport.

SPORT NZ ADDITIONAL KIWISPORT PRIORITIES

Applicants must take the following priority groups into consideration when applying for the fund:

- Children not already engaged in sport
- Low socio economic groups
- Maori, Samoan, and Indian ethnic groups
- Girls aged between 10 and 18 years

OPPORTUNITIES FOR SCHOOL APPLICATIONS:

KiwiSport funding is required to support organised sport and not replace PE learning opportunities in Schools. Projects that support the professional development of teachers during curriculum time are a great opportunity to support teachers and their learning but must be linked back to the schools P.E plan. Out of curriculum initiatives will be funded. Rural schools can also apply for initiatives that run during curriculum time because of their unique barriers to participation. A Rural School may be defined by its geographic proximity (more than 10km from the nearest town/city boundary) with a school population size (less than 300 people).

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HOW TO APPLY

Each applicant must complete an online application form and budget form. These documents along with approved Kiwisport project template examples can be found via our Sport Manawatu website at <https://www.sportmanawatu.org.nz/for-clubs-coaches/funding/kiwisport/>

Submission dates for funding are 15 February, 15 April, 15 June, 15 August, 15 October, and 15 December. Applicants will be notified on the 1st of the following month.

For more information please email kiwisport@sportmanawatu.org.nz or call Kieran on 06 357 5349

REPORTING AND EVALUATION

Approved Applicants will be required to complete a **Final Report & Actual Project Budget form** once the project has finished. This report evaluates the project and details the actual costs associated with the project. This is your chance to tell us the impact of your project, including your successes and the challenges you have experienced.

PAYMENTS

Approved applications will receive:

- 100% on completion of a signed contract and an invoice received.

ELIGIBLE COSTS

- Coach/Instructor can be paid between \$15 and \$30 per hour depending on experience
- Hire of facilities used to stage the activities.
- Transport - where it is necessary to get the participants and staff/coaches to projects- \$0.77 per km.
- Administration, costs involved with the planning and execution of the project including reporting.
- Equipment purchased where this is necessary to the project.
- Equipment hire where it is necessary and/or more cost effective than purchase.
- Volunteer/Coach Education Courses where this is specifically needed to run the project and/or sustain activity for the project.

(Any costs above or outside of this criteria will need to be justified).

INELIGIBLE COSTS

- In curriculum time delivery that is not teacher PD focused.
- Costs not directly linked to the sport aspect of the project.
- Uniforms.
- Talent Development programmes.
- Retrospective projects or purchases
- Sport facilities and other capital assets.
- Programmes that are considered to be business as usual for stakeholders or where funding displaces existing funding.

ORGANISED SPORT DEFINED

- Organised sport means competitions and activities delivered by clubs, schools and other organisations. It includes sporting activities with elements of competition, coaching and skill development. More generally, organised sport is an activity which is regular, repeatable and involves an element of supervision.

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WRITING YOUR APPLICATION

Listed below are requirements for all Kiwisport applications:

Child Protection	Up to date Child Protection Policy is required when submitting your application. If you do not have a Child Protection Policy in place you will need to have one before you apply for the funding. You could contact your National body for assistance. Alternatively contact Sport Manawatu if you require advice on this. This is NZ law (Vulnerable Children's Act 2014) as KiwiSport is government funding. Please click on the link below for support: https://www.leannecouchconsulting.com/
Strategic Plan	A current strategic and/or business plan from the lead organisation is required when submitting your application. Template Link to the website
Seed Funding	KiwiSport is not intended to fund long term projects, it should be considered as seed funding.
Partnerships	Evidence of partnerships is required, such as support letters from schools, regional or national sport organisation etc.
KiwiSport Objectives	Your project must meet one or more of the objectives of KiwiSport.
Targets	Clear, measurable targets set and outlined. What are you trying to achieve as a result of the project?
Sustainability	Specify in your application what opportunities are available for the children once the KiwiSport funded project has come to an end. Think of the continuation and how the project can sustain itself. How can children continue to take part in the sport/activity?
Regional Priorities	Your project must meet one or more of the three Sport Manawatu regional priorities.